

# TRAVEL EXPENSE CLAIM

See Instructions and Privacy  
Statement on Reverse Side

STD 262 (REV. 10/92)

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CLAIMANT'S NAME David Crane			SSAN OR EMPLOYEE NUMBER			DEPARTMENT Governor's Office		
POSITION Special Advisor			CB/ID NUMBER			DIVISION OR BUREAU		
RESIDENCE ADDRESS			HEADQUARTERS ADDRESS State Capitol Building			INDEX NUMBER		
CITY	STATE	ZIP	CITY	STATE	ZIP	TELEPHONE NUMBER		
Sacramento			CA			95814		

Apr-10		LOCATION WHERE EXPENSES WERE INCURRED	LODGING	MEALS			INCIDENTALS	TRANSPORTATION				BUSINESS EXPENSE	TOTAL EXPENSES FOR DAY
DATE	TIME			BREAKFAST	LUNCH	DINNER		COST OF TRANS.	TYPE USED	CARFARE, TOLLS, PARKING	PRIVATE CAR USE MILES AMOUNT		
14-Apr	5am	SFO to LAX and back						274.00	Airline	140.00	0.00		414.00
26-Apr	9am	SFO to LAX and back						285.40	Airline	130.00	0.00		415.40
30-Apr	6:30am	SFO to LAX						146.00	Airline		0.00		146.00
01-May	11:30am	LAX to SFO						144.70	Airline	85.00	0.00		229.70
											0.00		0.00
SUBTOTALS			0.00	0.00	0.00	0.00	0.00	850.10	0.00	355.00	0.00	0.00	
COLUMN CODE (ACCTG. USE ONLY)													
CLAIM TOTAL												\$1,205.10	

PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts when required)

4/14: Staffing GS at breakfast in Los Angeles with German Chancellor

4/26: Staffing GS at Milken Conference in Los Angeles

4/30: Staffing GS at BYD Auto event in Los Angeles

NORMAL WORK HOURS

PRIVATE VEHICLE LICENSE NUMBER

MILEAGE RATE CLAIMED

0.445

AGENCY ACCOUNTING OFFICE

USE ONLY

PAID BY REVOLVING FUND CHECK NUMBER

241024

I HEREBY CERTIFY, That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used and if mileage exceeds the minimum rate, I certify the cost of the operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S SIGNATURE

DATE

5/1/2010

SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT

DATE

5/18/10

SIGNATURE OF TITLE

DATE